



KATIE DROW
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Board of Trustees
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Vincente E. Woodward, Esq.
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Todd Howeth, Esq.
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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE VENTURA COUNTY LAW LIBRARY HELD MAY 13, 2020.

A telephonic meeting was held on Wednesday, May 13, 2020 at 12:15 p.m. Present were board members Ms. Rodriguez, Mr. Howeth, Judge Liebmann, Mr. Coit, Mr. Smith, and secretary Katie Drow. Mr. Woodward was not present. The meeting was called to order at 12:17 p.m.

There was no public comment.

The director reported that staff began staying home on 3/20/20; all staff continued to be paid during this time; the website was updated to provide patrons remote access to Westlaw, Lexis, CA Lawyers Assoc. recordings, and Legal Aid links; and going forward, the library would have a soft opening with only curbside assistance for book check in/out.

After discussion and on motion duly seconded, it was resolved that:

Item 2, the action taken by the director regarding the Library closure as of March 20, 2020, was approved;

Item 3, the financial statement for AP 9, was approved;

Item 4, the proposed budget to be presented & adopted at next board meeting, was approved;

As of May 13, 2020 meeting, the Ventura Superior Courthouse will fully reopen after June 9, 2020; the Law Library is expected to coordinate its own reopening with the Courthouse. The director is expected to communicate with and adhere to County Public Health Dept and take appropriate measures for staff, patrons before opening.

The next telephonic meeting is set for Wednesday, June 10, 2020, at 12:15. There being no further business, the meeting was adjourned at 1:11 p.m.

Katie Drow
Secretary